



APPL # _____
For office use only

STATE OF NEW HAMPSHIRE
APPLICATION FOR TEMPORARY PERMIT
FOR PROFESSIONAL ENGINEERING

APPLICATION FEE: \$300.00

Make Check Payable to "Treasurer, State of NH (Non-Refundable)
The Application Must be filled out completely and be legible.
Temporary permits shall be granted if the Board determines that the applicant
meets or exceeds the requirements of ENG 303.01, 303.02 and 304.01.

1. General Information

Name _____
Last First Middle

Names Previously Used (if applicable) _____ SS# _____

Present Position (Organization & Title) _____

Business Address _____ ()
zip code

Business Phone _____ Home Phone _____

Project Title _____ Location _____

Brief Description of Project _____

Place of Birth _____ Date _____

2. Registration/Licensure Information

Have you ever been certified as an Engineer-In-Training? _____

If so, indicate State, Certificate #, Date of Certification: _____

Total number of hours of written examination/s (indicate "none" if no written exam was taken): _____

State in which first registered or licensed as a Professional Engineer _____

Licensed by **NCEES** Examination? _____ If not how? _____

If so, location, date and grade awarded: _____

Date of Licensure _____ License Number _____ Is License now in force? _____

If not in force, indicate why _____

Have you **ever** applied for engineering licensure in **New Hampshire**? _____ Status _____

Professional Licenses: List all states where you hold or have held licensure. Use a separate sheet if necessary. Verification of current registration is needed from at least one state as well as verification from

the state(s) where examination(s) was administered. A form will be provided upon receipt of this application packet.

License #	State	Year Licensed	Hours Written Examination	Reciprocity or Grandfather	Active or Lapsed
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

3. General Information Questions

CHECK ONE:

YES NO

1. Have you ever been convicted of any felony or any misdemeanor, or a violation involving engineering or the practice of professional engineering. If so, name the court, the details of the offense and the date of conviction and the sentence imposed. ☐ YES ☐ NO
2. Have you ever lost or been denied registration/licensure as a professional engineer or disciplined by another licensing board in any other state and if so, an explanation of the circumstances? ☐ YES ☐ NO
3. Has any License ever been revoked, if so why? ☐ YES ☐ NO

If the answer is yes to any of the above questions, submit a written explanation with your application

4. Membership in Professional or Scientific Associations

Name of Organization Location Grade or Membership Date

_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

5. Education

1. Official transcripts are required and must be sent directly to the board office from the college or university, unless verified

INSTITUTION AND LOCATION	FROM	TO	MAJOR	DEGREE AWARDED/DATE
Secondary School				
1. _____				
Colleges and Universities:				
2. _____				
3. _____				
4. _____				

6. References of Character and Qualifications

Applicant will give the name and address of not fewer than five reputable citizens, unrelated to the applicant, of whom at least three shall be professional engineers, having personal knowledge of the applicant’s experience. No member of the board will be accepted as reference. Name of persons listed under item 7, “Experience,” may also be used as references.

Name	PO Address Show Zip Codes	Occupation/ License	Business Relationship to Applicant

7. Professional Experience

This information described below must be in detail, and should start with your first engagement. Use this page

as a summary and place detailed information pertaining to Education and Experience on enclosed supplemental experience record sheet. Please key additional sheets.

Key	Date		1. Name of Employer-Title of Position 2. Location and Character of Each Engagement 3. Degree of Responsibility	Name and present address of someone familiar with each engagement, preferably person to whom applicant reported or with whom he/she was associated.
	From	To		
	Years	Years		
	19	20		

8. Affidavits

I have read the contents hereof and clearly understand that the correctness and truth of my statements as recorded in this application are material, not only to the issuance of the temporary permit, as applied for, but also to the retention of said permit, if issued.

(Signature of Applicant)

Please place a sample of the seal below, that you intend to use on your plans. This stamp must be the one indicated in the temporary permit information.



AFFIX PE SEAL IN BOX ABOVE

ADDRESS ALL COMMUNICATIONS TO:

N.H. JOINT BOARD
57 REGIONAL DRIVE
CONCORD, N.H. 03301

Find us on the world wide web at www.state.nh.us/jtboard/home.htm
10/19/04

No. _____

SUPPLEMENTARY EXPERIENCE RECORD IN DETAIL

Affix your signature and date to this and each additional sheet. Add additional sheets as required. Use plain white pages and number consecutively. Type on one side only. Number each engineering engagement to correspond with the engagement key of your application.

In a chronological order, starting with your **first engineering engagement**, list and identify your engineering projects and/or assignments. Be specific in identifying the portion of the work you personally engineered. Note the calculations you performed, identify the project by job title, name of client, location of project, total cost and cost of the portion you engineered. In describing the projects when applicable list such things as capacities, sizes, ratings, list of equipment size and/or specified, or other suitable identifying means, note success or failure of each project.

In describing your experience avoid using such terms as: involved with, responsible for, participated in, taken part/assisted in, coordinated, coordination of, in charge of, concerned with, was assigned or other similar forms: do use designed, I calculated, I analyzed, I recommended, I evaluated, etc.

After you have prepared your first draft, read it critically. Does it show a reviewer, who is not familiar with you or your job the degree of Engineering expertise you applied and verify time-wise the Engineering experience claimed in your application.

Read instructions carefully. The Supplementary Experience Record is a most important part of your application.

Signature _____ **Date** _____
(ALSO SIGN AND DATE EACH ADDITIONAL SHEET)

